

Cape Cod Collaborative
418 Bumps River Road
Osterville, MA 02655



Board of Directors
508.420.6950
Fax 508.420.6959

Board of Directors Meeting Minutes
418 Bumps River Road, Osterville, MA 02655
September 11, 2019

I. Call to Order

The September 11, 2019 meeting of the Cape Cod Collaborative Board of Directors was called to order at 5:16 PM by Mr. Furnari, Chair. In attendance were:

Falmouth	John Furnari, Chair
Barnstable	Barbara Dunn
Bourne	Maureen Fuller
Brewster	Marie Enochty
Cape Cod Tech	Scott McGee
Dennis-Yarmouth	Phillip Morris
Eastham	Judy Lindahl
Martha's Vineyard	Lisa Reagan
Monomoy	Joe Auciello
Nauset	Robert Jacobus (In at 5:33 PM)
Orleans	Hank Schumacher
Sandwich	Jim Dever
Upper Cape Cod RTS	Robert Fichtenmayer (In at 5:28 PM)
Wareham	Michael Flaherty
Wellfleet	Jill Putnam
Treasurer	William (Bill) Friel
Secretary	Elizabeth (Beth) Deck

Also in attendance were:

Executive Director	Paul Hilton
Business Manager	Amy Lipkind
Admin & Finance Coordinator	Marc Dupuis
Operations Manager	Anders Erikson
Director of Special Projects (ASLP)	Dr. Joseph Gilbert (in at 5:57 PM)
Director of Special Ed Programs	Dr. Anita Woods
Asst. Director of Special Ed Programs	Christina Caputo

II. Minutes

a. June 12, 2019

VOTE

Mr. McGee made a motion that the Board vote to approve the minutes of the June 12, 2019 meeting. The motion was seconded by Mr. Morris.

SO VOTED

YES – 9

NO – 0

ABSTAIN – 4 (Putnam, Enochty, Dever, Reagan)

b. July 29, 2019

VOTE

Mr. McGee made a motion that the Board vote to approve the minutes of the July 29, 2019 meeting. The motion was seconded by Mr. Morris.

SO VOTED

YES – 9

NO – 0

ABSTAIN – 4 (Putnam, Schumacher, Dever, McGee)

III. Old Business

a. Transportation

- Invoicing

Ms. Lipkind updated the Board regarding the invoicing status for FY19 & FY20 (summer) invoicing to districts. She noted that billing for FY19 has been audited and reconciled; summer invoicing has been completed. Frequent changes to routes are still occurring as districts continue to add students.

- Reconciliation

Ms. Lipkind shared the status of the reconciliation of costs and revenues projected for FY19 & FY20. She explained that the preliminary audit indicates a considerable positive variance for FY19.

Mr. Hilton noted the Driver Incentive Program has been successful; there are currently eight drivers in training. He also noted that the number of special education out-of-district routes has decreased significantly as compared to FY19, but is expected to grow slightly as the year progresses. Ms. Lipkind indicated routes are constantly being reconfigured to meet student needs and to adjust for efficiency.

b. Waypoint Relocation – Planning Options

- *Henry T Wing School – Sandwich*

Mr. Hilton reviewed the status of the Henry T Wing School. The school was closed (as a Sandwich school) by the Sandwich Public Schools in 2015 as the district re-aligned due to decreasing enrollment and building capacity issues.

The Board of Selectmen and the School Committee voted to enter into a short-term (3 year) lease with the Collaborative of a portion of the building which has an end date of 2020.

The Collaborative currently utilizes a portion of the building dating from 1974 for classrooms as well as use of common areas including

the gymnasium, the library, the cafeteria, the kitchen and the athletic fields.

The Town of Sandwich, through its' Town Meeting, elected to solicit proposals for the development of the property with several restrictions placed upon it.

Two proposals were received by the Town (one from the Collaborative) that were to be considered by the Town Meeting in October 2019. The consideration of the proposals has been postponed.

Collaborative administration will be meeting with Town of Sandwich representatives in October 2019 to discuss short term planning options.

- ***Upper Cape Cod Regional Technical School (Rear of Property)***

Mr. Hilton has asked for the Collaborative to be considered by the Upper Cape Cod Regional Technical School - School Committee Space Use Subcommittee regarding property use. He explained that the Collaborative indicated a desire to be part of the long-term planning at this campus.

- ***YMCA, Camp Burgess & Hayward***

Mr. Hilton discussed options for engaging in further conversations with the South Shore YMCA regarding potential development of a campus for Waypoint Academy on the grounds of either Camp Burgess or Camp Hayward in Sandwich. He noted that these options had been discussed in the past, and have been scheduled to be reconsidered in the Fall of 2019.

IV. New Business

a. Wing School

Mr. Hilton and Ms. Lipkind discussed continued modifications made to the Wing School to ensure the viability of the site for Collaborative educational purposes. Ms. Lipkind explained that these modifications include substantial repairs to the HVAC system, additional emergency systems, and Information Technology enhancements. Ms. Lipkind described a recently completed roofing analysis and landscaping work which restored "Monet's Garden" (in one of the courtyards). Mr. Hilton noted a tour of the building could be arranged for Board members.

b. Personnel

- *Transportation Coordinator Nauset / Monomoy*

The Collaborative has expanded in the Transportation arena and requires additional support for the Monomoy Regional Schools. Mr. Hilton recommended that changes to the remuneration for Linda Raneo be considered in Executive Session.

c. All-Cape In-Service

Mr. Hilton discussed planning for the 2019 All-Cape In-Service. He indicated that it is expected that there will be twenty-eight (28) workshops offered, with final offerings dependent upon enrollment. He explained that the 2019 All-Cape In-Service will occur on Friday, October 11, 2019 and several districts in the region have significant internal activities already planned for that date.

Mr. Schumacher asked how the date for the All-Cape In-Service was determined, as it appears to conflict with some district schedules. Mr. Hilton indicated that the date was set by superintendents, who asked that it be held early in the school year. Most years it is held the Friday before Columbus Day, during election years it is held on Election Day. Mr. Hilton also noted the All-Cape was initially created to serve low-incident populations, such as art and PE teachers. He explained that, recently, some districts have elected to hold trainings with a particular district-determined focus. Mr. Hilton mentioned that enrollment has decreased from a high of 750 (occurring 3-4 years ago) to an October 2018 enrollment of just over 180. He noted that the Collaborative will continue to monitor district needs in this area.

Ms. Putnam suggested educational opportunities for after-school program staff be considered.

Mr. Morris noted that, as a Board member, he has participated in past workshops. He applauded the effort made by the Collaborative to find pertinent topics.

d. Finance SubCommittee

It was recommended that the Finance SubCommittee reconvene within the coming month to advise the entire Board on financial matters that will arise in the coming fiscal year, including but not limited to: FY19 Audit, FY20 Spending Plan and Budget revisions, and the Collaborative Treasurer evaluation.

e. FY19 Warrants

VOTE

- | | | | |
|-------|------|-------|------|
| • #50 | VOTE | • #54 | VOTE |
| • #51 | VOTE | • #55 | VOTE |
| • #52 | VOTE | • #57 | VOTE |
| • #53 | VOTE | | |

Ms. Putnam made a motion that the Board vote to approve Warrants #50, #51, #52, #53, #54, #55 and #57 as a slate. Mr. Fichtenmayer seconded.

SO VOTED – UNANIMOUS

Ms. Putnam made a motion that the Board vote to approve the slate of Warrants. The motion was seconded by Mr. Fichtenmayer.

SO VOTED – UNANIMOUS

f. FY20 Warrants

VOTES

- | | | | |
|-------|------|------|------|
| • #1 | VOTE | • #3 | VOTE |
| • #2 | VOTE | • #4 | VOTE |
| • #2a | VOTE | • #5 | VOTE |

- #6 **VOTE**
- #7 **VOTE**
- #8 **VOTE**
- #9 **VOTE**

Mr. Morris made a motion that the Board vote to approve Warrants #1, #2, #2a, #3, #4, #5, #6, #7, #8 and #9 as a slate. Mr. Fichtenmayer seconded.

SO VOTED – UNANIMOUS

Ms. Lindahl made a motion to approve the slate of Warrants which was seconded by Ms. Putnam.

SO VOTED – UNANIMOUS

g. FY20 Spending Plan

• *Updates*

- Recommended spending Plan Revision(s)

Ms. Lipkind and Mr. Hilton discussed the process for recommending changes in the mandated budget items (statutory required budget line items) and the Annual Spending Plan.

They explained that there have been substantial changes associated with changes in remuneration for some Transportation drivers as well as the development of the Route Driver Incentive Program.

Although it was not necessary to consider a vote on the “Budget” at this meeting, Mr. Hilton and Ms. Lipkind indicated it will be necessary in a future meeting.

Ms. Lipkind noted that the Collaborative had received the actuarial report for “Other Post-Employment Benefits” and has forwarded it to the auditors. Mr. Hilton noted the Collaborative has purchased thirty-one (31) new vehicles, bringing the total number of vehicles to over 190. He also noted that the implementation of a new work-order system was underway.

Ms. Lipkind and Mr. Hilton also explained that the Barnstable DPW worked over two weekends to remove the old playground at the Osterville campus. They explained that the Collaborative is/was seeking to raise money to build an accessible playground.

Ms. Lipkind noted that the Barnstable Public Schools is working with the Collaborative towards upgrading components of the electrical system in the Osterville Elementary School (STAR Program location) to allow the Collaborative to continue upgrading HVAC systems. Mr. Hilton indicated that work still needed to be completed connecting the two “portable” buildings to the fire alarm system.

- **Personnel** (Note: These items reflect changes that have occurred since the past Board meeting in June, 2019).

Mr. Hilton noted the Board had given him provisional authority to make personnel changes over the summer. He recommended the Board formalize these changes through consideration of the following votes:

○ Additions:		VOTE
• Zona Anderson	CDL Driver	Spare
• Joan Andrews	Monitor	Monomoy ID
• Kevin Arnold	CDL Driver	Training
• Melissa Astin	CDL Driver	Training
• Beverly Baker	CDL Driver	Bourne
• William Baker	CDL Driver	Bourne
• John Barron	CDL Driver	Training
• Edward Beauchemin	CDL Driver	Training
• Melissa Berard	CDL Driver	Monomoy ID
• Albert Bradley	CDL Driver	Monomoy
• Linda Broughton	CDL Driver	Bourne
• David Burnie	CDL Driver	Monomoy
• Heather Campbell	CDL Driver	Monomoy ID
• James Criasia	Spare Monitor / 7D Driver	
• Diane Dauwalder	CDL Driver	Monomoy
• Susan Davis	CDL Driver	Training
• Silena Forsey	CDL Driver	Bourne
• Kenneth Gingras	7D Driver	
• Joao Gomes	CDL Driver	Training
• Celina Gonzalez-Roderick		Monitor
• Carl Gustafson	CDL Driver	Monomoy
• Terrence Harrigan	CDL Diver	Monomoy
• Thomas Hayes	CDL Driver	Spare (N/M)
• Brenda Johnson	Spare Monitor	Re-hire
• Brenda Johnson	CDL Driver	Monomoy I-D
• Kate Levy	Paraprofessional	Waypoint
• Richard Loud	CDL Driver	Training
• Holly MacDonald	Monitor	Spare
• Brandy McDonald	CDL Driver	Bourne
• Aja McElhiney	Teacher	STAR
• Holly McGhee	Counselor	Waypoint
• Thomas McLaughlin	CDL Driver	Training
• Michael Melchiono	Facilities	
• Dennis MorelAvila	CDL Driver	Bourne
• James Moriarty	CDL Driver	Training
• John Morrissey	Monitor	Monomoy ID
• Tracy Nelson	Teacher	STAR
• Joanne Page	Monitor	Monomoy
• Lucionor Pierre	CDL Driver	Monomoy
• Christopher Rodericks	CDL Driver	Training

- Cheryl Rodin CDL Driver Monomoy
- Kelley Rodriguez CDL Driver Bourne
- Christine Sealey CDL Driver Spare (Bourne)
- Laura Squires CDL Driver Nauset
- Carol Anne Tasha CDL Driver Monomoy
- Anne Tildes Paraprofessional STAR
- Barbara Umschlag CDL Driver Training
- Jennifer Underwood CDL Driver Spare
- Sarah Willard Paraprofessional Waypoint
- Christine Wilson CDL Driver Monomoy
- Valeriy Yadrov CDL Driver Training

Mr. McGee made a motion that the Board vote to approve the Additions as noted on the agenda. Ms. Enocht seconded the motion.

SO VOTED – UNANIMOUS

- **Reductions:**
 - Jacqueline Anderson Paraprofessional STAR
 - Melissa Astin CDL Driver Training
 - Sarah Bacon Teacher STAR
 - Heather Campbell CDL Driver Monomoy I-D
 - Waleska Colon Monitor Spare
 - Harmonie Daniels Student Intern Waypoint
 - Brian Eacobacci Counselor Waypoint
 - Alice Fontaine CDL Driver Bourne
 - Celina Gonzales-Roderick Monitor
 - Jennifer Heinlein Teacher STAR
 - Victoria Hunter-Barrett Monitor Nantucket
 - Brenda Johnson Monitor Spare
 - Brenda Johnson CDL Driver Monomoy
 - Marcelli Lacet-Belino Para (sub) STAR
 - Debra Lovell CDL Driver Mashpee
 - JoAnn McDade Food Service Waypoint
 - Robert McManus Monitor Spare
 - Adrian Murphy Paraprofessional Waypoint
 - Carolyn Ormond 7D Driver
 - Lucionor Pierre CDL Driver Monomoy
 - Shawn Powell Student Intern Waypoint
 - Dorine Regan CDL Driver Training

Mr. McGee made a motion that the Board vote to approve the Reductions as listed on the agenda. Ms. Enocht seconded.

SO VOTED – UNANIMOUS

○ **Status Changes:**

VOTE

- William P Brooks Spare 7D to CDL Driver/Mashpee
- Amy Chilson CDL Driver - Nauset ID to Monomoy ID
- Kate Conway CDL Driver/Bourne Route Driver to Spare
- Joan Cunningham Monitor - Spare to Route 4
- Pauline DeBarros Monitor - Return from Leave
- Gregory DeOliveira CDL Driver - Training to Mashpee
- Helen Ho CDL Driver - Nauset ID to Monomoy
- Erin Morgan Para/STAR - Level I to Level II
- Jael Reyes Diaz 7D Driver - Spare to Route 23

Mr. Morris made a motion that the Board vote to approve the Status Changes as listed on the agenda. Mr. Jacobus seconded.

SO VOTED – UNANIMOUS

Mr. Furnari noted that he had attended the Transportation “Back-to-School” Meeting in Hyannis. He felt the meeting was quite successful, with over 200 people in attendance, describing the “good energy” in the room.

Mr. Hilton highlighted a presentation made regarding vaping, which not only provided staff with some eye-opening information, but also brought the Collaborative some good press. Both Mr. Furnari and Mr. Hilton noted that Lisa Stobbart, the Transportation Manager, did a tremendous job.

Mr. Hilton explained that some of the additions shown on the agenda were also reductions, as the Collaborative continues to strive to hire, and train, enough school bus drivers for all available routes. He noted that transportation management is currently driving 65% to 75% of the time, often starting at 5:30 AM and meeting at the close of the day to debrief at/around 7:00 PM. Mr. Morris wondered if a training institute, or perhaps a night school program, would help increase the pipeline for all districts.

• **Service Commitments - Changes**

○ **Programs**

- **STAR**
 - i. September Enrollment
 - ii. Initial Population Projection
- **Waypoint Academy**
 - i. Commitments Projected
 - ii. Total School Year Projected
- **Therapies**
 - i. Speech Therapy

1. The Martha's Vineyard Public Schools have contracted for .4FTE SLP Services
2. The Monomoy Regional Schools have contracted for .2FTE SLP Services, which may increase in October, but may cease after Thanksgiving.

Mr. Hilton discussed current service commitments and noted the Collaborative does not have as many therapists on staff as it once had. He noted that not having a "deep bench" of "therapy" staff will continue to make it difficult to respond to district (based) needs.

h. FY19 Spending Plan / Budget / Close-Out

Ms. Lipkind discussed the status of FY19 close out. She noted that the Collaborative Auditors (Powers & Sullivan) were on-site in August and had made substantial progress. Ms. Lipkind indicated that the Collaborative may finish more substantially "in the black" than previously anticipated.

i. Programs/Services

- Waypoint Academy
 - Enrollment
 - Programming
 - New Staff
 - Camp Burgess Planning
 - Facility Issues
 - Status of Commitments – FY20
- STAR / Osterville
 - Enrollment
 - New Staff
 - Open House
 - Programming
 - Current Initiatives
 - Program Opening
 - Age Waiver Applications

Dr. Woods and Ms. Caputo discussed the enrollment and programming at the Cape Cod Collaborative Public Day School programs. Dr. Woods, noting that school had been in session for just 7 days, provided an overview of both programs.

Dr. Woods explained that the STAR Program in Osterville enrolls K-5 students with social/emotional disabilities. She noted that other classes in Osterville serve students with various needs, such as autism and cognitive impairment. She indicated that these students may attend the STAR Program from age 5 until they reach the age of 22.

Dr. Woods explained that Waypoint Academy, currently located at the Wing School in Sandwich, is a middle school / high school alternative educational program.

Dr. Woods indicated that there were many staff changes for this school year. She explained that a separate training day was held to “onboard” new staff. Dr. Woods noted that this separate training was beneficial in the development of positive working relationships with and among “new” staff. In addition to new staff training, Dr. Woods explained that all staff participated in three training days prior to Labor Day and that students returned on September 3rd.

Dr. Woods extended her appreciation to the Sea Crest Beach Hotel in Falmouth, which hosted the first day of training including staff from both programs. She explained that speakers covered topics ranging from annually mandated trainings to “trauma in the classroom”.

Dr. Woods referred the Board members to the enrollment information for both programs which was included in the Board packets. She noted that referrals for both programs are coming in.

D. Woods told Board members that she would welcome Board members who wished to tour the programs.

- Transportation

Mr. Hilton provided an update regarding current issues and opportunities with Collaborative transportation.

- Monomoy Regional Schools Opening
- Nauset Opening
- Mashpee Opening
- Bourne Opening
- Truro Opening
- Nantucket Opening

Mr. Hilton provided an update regarding the start of general education transportation services for the districts served by the Collaborative. He noted that the Collaborative continues to work towards hiring permanent drivers to cover all routes. He explained that school opened with substitute drivers assisting with route coverage.

Mr. Erikson spoke about the start of the Monomoy school year. He explained that, while the district staff and Collaborative staff were still getting to know each other, it (coordination, responsiveness and timeliness) is getting better every day.

Mr. Hilton noted Collaborative staff are at each school on opening day to assist in a smooth opening process. He indicated that Linda Raneo, in Nauset, has been handling both Nauset and Monomoy.

He explained that Mashpee had a smooth start, opening with 95% of the drivers in place. He also noted that, in Bourne, routes increased from 18 to 22. He explained that the increase in the number of routes combined with the loss of some existing staff made opening more challenging this year.

- Staffing
Mr. Hilton and Ms. Lipkind discussed ongoing coordination and changes in staffing for the Transportation area. They explained that the Collaborative continues to recruit and train Route Drivers to meet the needs of the districts.
They also reiterated that, currently, several routes are being served by Spare or Trip Drivers while “Permanent” Route Drivers are recruited and/or trained. Mr. Hilton indicated that there are still a number of permanent openings, but that the Collaborative has a pipeline of drivers in training.
- Staffing / Routing
Mr. Hilton updated the Board regarding staffing and routing, which is continually monitored and modified to ensure efficiency.
- Special Education Transportation
Mr. Hilton and Ms. Lipkind noted that a Training Institute (for Driver Training) is being considered for development with several districts indicating a commitment/interest.

Mr. Jacobus asked for an update regarding the installation of a propane tank at the Nauset Middle School in Orleans. Ms. Lipkind indicated that the fuel vendor has been working towards permitting at the Middle School site and that a location had been proposed. Mr. Schumacher asked if there were a better location for fueling buses. Mr. Hilton noted there is an advantage to having the tank situated close to where the buses are parked, although safety issues must be considered in any situation. Ms. Lindahl noted that videos and safety information regarding the propane buses is still available on the Nauset district website.

- **Transportation Handbook** **VOTE**
Mr. Hilton explained that, on July 29, 2019, the Board voted to approve transportation hourly rate increases for drivers and driver incentives. He noted that these changes were incorporated in the Transportation Handbook, which had approved by the Chair as had been authorized. Mr. Hilton asked for a vote to ratify the approval. Ms. Lindahl made a motion to approve the Transportation Handbook, which was seconded by Mr. McGee.

SO VOTED – UNANIMOUS

○ **Designation of Surplus Vehicle** **VOTE**

Ms. Lipkind recommended that the Board vote to designate the following vehicle as “surplus” in preparation for disposal:

Bus#	VIN#	Year	Seat/WC	Make/Model	Mileage
M12	1BAKGCPH3AF273332	2010	71/0	Bluebird	89773

Mr. Hilton noted that this bus recently passed inspection, and that the Collaborative plans to continue to operate it as long as plausible. He indicated that Collaborative mechanics are not confident that it will continue to be operable for the entire school year.

Mr. Morris made a motion that the Board vote to designate Bus M12 as surplus. The motion was seconded by Ms. Dunn.

SO VOTED – UNANIMOUS

● Therapies

Mr. Hilton provided an update regarding the provision of services within the Collaborative and to districts (and others).

○ FY20 Service Commitments

- The collaborative continues to receive and review commitments for the utilization for Collaborative staff to provide services in school districts for FY20.
- The Collaborative currently has the capacity to contract out the following services:
 - i. ~~OT—1 day~~ (All available OT services currently utilized)
 - ii. Speech – TBD after October
- Mr. Hilton recommended that the Collaborative continue to offer these services for contracting with districts into November with further decisions to be discussed at the Board meeting in October.

● Special Projects

Mr. Hilton provide updates regarding items considered as “Special Projects” of the Collaborative.

○ Multi-Tiered Systems of Support (MTSS)

Mr. Hilton discussed the status of the work being done Through the generosity of the Peter and Elizabeth Tower Foundation. He noted that the initial grant supporting this work ended in December 2018; and that a subsequent grant proposal was funded that supported further activities with school districts.

○ All-Cape In-Service

Mr. Hilton discussed that status of planning (and registration) for this annual programming coordinated through the Collaborative. He affirmed that the All-Cape In-Service would occur on October 11. He also noted that a draft copy of the offerings had been included in Board materials for this meeting.

- ASLP

Dr. Gilbert discussed the operations and events of the Summer 2019 ASLP Program. He explained that there were a number of staff changes for Summer 2019 including a new Program Director, Steve Kelleher, and a new Assistant Director, John Muldoon. Dr. Gilbert indicated that each student had 56 hours of hands-on STEM instruction taught by highly-qualified Mass Maritime Academy staff. He also explained that Humanities teachers, most from local middle-schools, taught classes each afternoon. Dr. Gilbert noted that the program benefited from excellent Residential Counselors as well as strong nursing coverage, with both an RN and LPN on staff this year. Dr. Gilbert also discussed the status of planning for the Summer 2020 ASLP Program. He noted that National Grid did not contribute scholarships for the 2019 program. He indicated that Vineyard Wind did provide 12 scholarships, which included those awarded to New Bedford and Dartmouth area students.

Dr. Gilbert noted that the loss of financial support from National Grid will not (immediately) have a large impact on the 2020 program, as reserves are expected to provide 21 scholarships of \$1,000 for Summer 2020 and 20.5 scholarships for Summer 2021. Dr. Gilbert indicated that a meeting will occur in October, to debrief from Summer 2019 and plan for Summer 2020.

Mr. Furnari thanked Dr. Gilbert for a recent tour of the program that occurred including administrators from Collaborative districts. Mr. Furnari described the program and that facility as “impressive.”

Mr. Schumacher asked about student enrollments. Dr. Gilbert noted that all students who were part of the initial application submission were eventually accepted. He explained that this included all students on the waiting list.
- Sheltered English Immersion (SEI) Course Development

Mr. Hilton discussed planning activities that are occurring with districts to discern the need for courses and professional development to assist districts (and staff) in meeting the evolving Sheltered English Immersion needs.
- Mr. Hilton also noted that, on August 13th, representatives from seven Cape districts spent a day in a regional work session lead by Michelle Ryan from DESE at the D-Y Regional High School library. Dr. Bogden coordinated this session that focused upon developing implementation strategies for the new elementary History and Social Science Curriculum Framework and Standards.

j. International Programming

Mr. Hilton indicated that during Summer 2019, Boston Ivy Global sent four (4) Cape Cod educators to present Professional Development activities in Beijing China for Chinese teachers in the Daxing School District, July 7-16, 2019. He also noted that these educators also participated in a Summer Camp for Chinese students, where they worked with students both on the Boston Ivy campus and at Chinese schools. Each teacher was awarded 35 PDP hours for their work.

Teacher	District	Presentation Topics
Deborah Goulart	Mashpee	Literacy, Conversation
Patricia Leary	D-Y	American Culture and Education, Conversation
Leo Patrick Ledwell	D-Y	Comparative Mythology, Debate, Conversation
Hengjia Liu	Sandwich	American Culture and Education Teaching Mandarin in an American High School

k. Virtual High School

Mr. Hilton discussed the consortium for Virtual High School that has existed through the Cape Cod Collaborative since 2001.

V. Other

Mr. Hilton thanked Mr. Furnari for his assistance in helping the Collaborative find locations for back-to-school trainings. He explained that Mr. Furnari helped the Collaborative effectively coordinate with the Hyannis Resort and Conference Center in Hyannis for the Transportation meeting. He was also instrumental in organizing the training location for school staff held at the Sea Crest Beach Hotel in Falmouth. He noted that staff were extremely grateful to Mr. Furnari, as interested staff received wrist bands which allowed them to access Sea Crest amenities following the training.

Mr. Furnari suggested Sea Crest could serve as the location for an upcoming Board of Directors meeting and indicated that he would reach out to Board members for their input.

Ms. Lindahl addressed two issues. First, at the June Board of Directors meeting, Mr. Dupuis was nominated to be Assistant Treasurer. She noted that there was a vote to appoint, pending legal review. Ms. Lindahl asked if this review had taken place. Mr. Hilton indicated that counsel had indicated that this was not possible, but that they had not yet provided that guidance in writing and that he would follow up with counsel regarding this issue.

Second, Ms. Lindahl noted that a great deal of time has been spent during the meeting discussing transportation-related issues. She spoke directly to Dr. Woods and Ms. Caputo noting the continued importance of the Collaborative's two school programs.

VI. Cracker Barrel Discussion

- a. Local District Issues**
- b. Local Administration Changes**
- c. Questions / Concerns**

VII. Executive Session

Mr. Hilton indicated that it was necessary to enter into Executive Session:

- a. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.

Ms. Fuller made a motion that the Board vote to enter into Executive Session. Mr. Jacobus seconded the motion. A roll call vote was taken:

Ms. Enochty – Yes, Ms. Reagan – Yes, Mr. McGee – Yes, Mr. Dever – Yes, Mr. Morris – Yes, Mr. Jacobus – Yes, Mr. Schumacher – Yes, Mr. Auciello – Yes, Mr. Flaherty – Yes, Ms. Putnam – Yes, Mr. Fichtenmayer – Yes, Ms. Dunn – Yes, Ms. Lindahl – Yes, Mr. Furnari – Yes

The Board entered into Executive Session at 6:36 PM.

The Board exited Executive Session and return to Open Session at 6:46 PM.

VIII. Adjournment

Ms. Lindahl made a motion that the Board vote to adjourn the meeting. Ms. Reagan seconded the motion.

SO VOTED – UNANIMOUS

The September 11, 2019 meeting of the Cape Cod Collaborative Board of Directors was adjourned at 6:47 PM.